

# **Field Studies Council Gender Pay Gap – April 2021**

Gender Pay Gap reporting was introduced in April 2017 as an annual legal requirement for all employers with a head count of 250 or more employees. It shows the difference between the average hourly rate of pay received by men and women across all ages, regardless of their work. The information is based on a snapshot of data from 5 April each year.

Previously, Field Studies Council has been legally required to report. However, in 2021 the employment of all Field Studies Council staff who deliver our education services was transferred to a new subsidiary company: FSC Trading Ltd. This now means that compulsory reporting is not required for either Field Studies Council or FSC Trading Ltd, as the head count for each as separate employers is less than 250 employees.

We have, however, decided to continue reporting on a voluntary basis for Field Studies Council and to start voluntarily reporting for FSC Trading Ltd.

## **What impact has Covid-19 had on our Gender Pay Gap?**

Like many other employers, Covid-19 has had a hugely detrimental impact on our business and in April 2020 we utilised the government's furlough scheme (Coronavirus Job Retention Scheme - CJRS) to furlough a significant number of our staff. Initially we were able to top up their pay to 100%. However, we could not continue to do this indefinitely and so with effect from 1 June 2020 their pay was reduced to 80% of their salary in line with the furlough scheme.

The government Gender Pay Gap guidance requires that furloughed staff are only included if their pay remained at 100% as at the snapshot date. As all furloughed staff were being paid at 100% in April 2020 furlough did not affect our 2020 Gender Pay Gap. However, our 2021 Gender Pay Gap is significantly affected because the majority of our staff have to be excluded from the official data due to their being furloughed on 80% pay on 5 April 2021.

Therefore, in addition to voluntarily reporting, for comparison purposes we have also taken the decision to include in this report the likely Gender Pay Gap figures had these staff not been furloughed. These 'unofficial' figures more accurately reflect our true Gender Pay Gap, and for year-to-year comparison purposes it is therefore these figures on which we will provide comment.

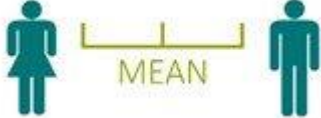

The separate figures shown for Field Studies Council and FSC Trading Ltd will set a benchmark for the future; however, when assessing against previous years it is the combined figures for both employers that will provide a true comparison.

## What is our 'Gender Pay Gap'?

We have compared both the mean (average) and median (mid-point) in the hourly rate we paid to men and women on the snapshot date of 5 April 2021 to ascertain the difference in hourly pay between men and women.

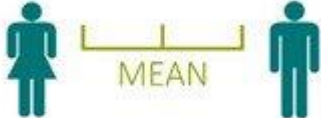

### 'Official' Gender Pay Gap

Using the government's calculation criteria, i.e. having excluded all employees who were furloughed and in receipt of less than 100% pay:

		
Field Studies Council	41.4%	30.5%
FSC Trading Ltd	39.1%	43.6%
<i>Combined figures</i>	42%	24.9%

### 'Unofficial' Gender Pay Gap

When furloughed employees are included, with figures calculated using their normal hourly rate of pay:





		
Field Studies Council	14.3%	0.04%
FSC Trading Ltd	25.6%	19.7%
<b><i>Combined figures</i></b>	<b>17%</b>	<b>3.9%</b>

The combined mean of 17% is a decrease of 1.8% from 18.8% in 2020, and an overall decrease of 6% (from 23%) since reporting began in 2017.

Although the combined mean of 3.9% has increased by 0.9% from 3% in 2020, it still represents an overall decrease of 8.5% (from 12.4%) since 2017.

## What is our overall Gender Balance?

The proportion of men and women employed is:

	<b>'Official' i.e. excluding furloughed employees</b>		<b>'Unofficial' i.e. including furloughed employees</b>	
				
Field Studies Council	34%	66%	46.3%	53.7%
FSC Trading Ltd	47%	53%	35%	65%
<b>Combined figures</b>	<b>37.5%</b>	<b>62.5%</b>	<b>43%</b>	<b>57%</b>







The combined figures show that we still employ a higher number of women than men overall, although the gender balance continues to improve, with the proportion of women having reduced by 5% from 62% in 2020 (and overall by 8.8% from 65.8% in 2017). It remains the case that whilst we strive to achieve gender balance we also believe in recruiting and promoting based on merit.

## How is pay distributed?

The pay quartiles shown in the diagrams below have been calculated by listing the rates of pay for every employee from the lowest to highest, before splitting that list into four equal-sized groups and calculating the percentage of males to females in each.







### 'Official' Pay Quartiles

Using the government's criteria, i.e. having excluded all employees who were furloughed and in receipt of less than 100% pay:

	<b>Field Studies Council</b>		<b>FSC Trading</b>		<b>Combined figures</b>	
Pay Quartile						
Top quartile	54.5%	45.5%	100%	0%	68.8%	31.2%
Upper middle quartile	50%	50%	25%	75%	50%	50%
Lower middle quartile	33.3%	66.7%	25%	75%	31.3%	68.7%
Lower Quartile	0%	100%	25%	75%	0%	100%

## 'Unofficial' Pay Quartiles

When furloughed employees are included, based on their normal hourly rate of pay:

	Field Studies Council		FSC Trading		Combined figures	
Pay Quartile						
Top quartile	55.3%	44.7%	55.6%	44.4%	<b>55.4%</b>	<b>44.6%</b>
Upper middle quartile	46%	54%	38.9%	61.1%	<b>38.2%</b>	<b>61.8%</b>
Lower middle quartile	40.5%	59.5%	27.8%	72.2%	<b>36.4%</b>	<b>63.6%</b>
Lower Quartile	43.2%	56.8%	16.7%	83.3%	<b>40%</b>	<b>60%</b>

### What does all of this tell us?

Our Gender Pay Gap continues to be mainly due to a higher proportion of females in our lower paid roles, especially in areas such as housekeeping, catering and administration. This remains typical of the gender balance in these type of roles across the UK as a whole. However, now that we have separate data for education services delivered by FSC Trading Ltd, we can also see that there is a higher proportion of females employed in education roles.

When looking at the combined figures, the balance continues to improve in the lower quartiles where the proportion of women has again reduced: in the lower quartile by 8.9% from 68.9% in 2020 (an overall decrease of 20.2% from 80.2% in 2017), and in the lower middle quartile by 5.3% from 68.9% in 2019 (an overall decrease of 9% from 72.6% in 2017).

The balance has also started to shift slightly in the upper middle quartile where the proportion of women has reduced by 1.5% from 63.3% in 2020 (this is, however, still an overall increase of 1.4% from 60.4% in 2017).

In 2018 we were able to report a slight increase in the proportion of women in the top quartile (from 50% in 2017 to 52% in 2018). However, this has reduced over the subsequent years: back down to 50% in 2019, and further again to 47.8% in 2020, and to 44.6% in 2021.

## **How are we addressing our Gender Pay Gap?**

We remain committed to driving down our gender pay gap and continue to promote our flexible and family friendly policies. We are also, where possible, building on the different approaches to 'workplace' adopted during the pandemic by offering more roles with the option of flexible-hybrid working and/or working remotely from home. We want to ensure that both women and men are evenly represented at all levels in our organisation and strive to provide training and developmental opportunities fairly to all.

Unfortunately, the pandemic meant that a number of planned recruitment and retention initiatives were put on hold. However, despite the challenges, in 2020 we implemented a new recruitment system and are working hard to implement a new linked onboarding system which should be completed in 2022. These systems will allow us to better analyse the diversity of applicants and compare this against those appointed to ensure the recruitment and selection process does not in itself create any barriers. We have also taken steps to improve our employee benefits, including offering an increased holiday entitlement in order to give our staff a better work/life balance.

We have a dedicated Equality, Diversity and Inclusion working group who are striving to identify and address any potential barriers and so assist us in becoming a more inclusive employer.

Salaries have been benchmarked against similar sector organisations and will continue to be reviewed in line with the ever-changing national labour market, and role profiles are evaluated for all jobs to ensure equality and consistency. We therefore remain confident that we pay men and women equally for doing the same role or roles of similar or equal work.

The Field Studies Council, including its subsidiary company FSC Trading Ltd, is an organisation where people can thrive and develop regardless of their gender or background, and we will continue to offer fair, equitable pay to all colleagues.

As Chief Executive Officer of the Field Studies Council (and of FSC Trading Ltd), I confirm that the information contained within this report is accurate.



Mark Castle  
Chief Executive Officer  
on behalf of Field Studies Council and FSC Trading Ltd